

## Document Requirement for Thesis / Dissertation Research

1. Letter of request for thesis / dissertation aid with endorsement from Dept. Chair, Dean and thesis adviser.
2. Duly – accomplished thesis / dissertation contract
3. Approval of thesis proposal
4. Line Item Budget
  - For personnel of HRDO Division
  - Budget Clearance DBO
  - Recommendation approval VCAA/VCA
  - Approval Chancellor